



State of South Carolina
Agency Head Salary Commission

1200 Senate Street
6th Floor-Wade Hampton Office Building
Columbia, South Carolina 29201
(803) 734-2320

Senator Hugh K. Leatherman, Sr.
Chairman

TO: Governor, Board/Commission Chairmen and Agency Heads

FROM: Hugh K. Leatherman, Sr. *HKL, Sr.*
Chairman, Agency Head Salary Commission

DATE: May 27, 2015

RE: Agency Head Evaluations and Planning Stages; Training of Board
and Commission Members

Agency head evaluation documents for FY 2014 - 2015 are due for submission to the Agency Head Salary Commission by August 15, 2015, for agency heads employed on or before October 1, 2014. Additionally, the planning documents for FY 2015 - 2016 are due by September 15, 2015. Both forms are available on the website <http://www.ohr.sc.gov/OHR/OHR-AHSC-index.phtm>, using your agency's login and password, which are listed on the attachment. Once the evaluation is completed, print out a copy for the agency head and board chair to sign. Please forward this document and the Agency Head Composite Score Sheet to:

Donna Foster
SC Budget and Control Board
1200 Senate Street
6th Floor, Wade Hampton Building
Columbia, SC 29201

To assist with this process, staff is available to answer any questions and to provide training for board or commission members. For additional information please contact Donna Foster at 803-737-0901, Susan Hance at 803-896-5064, or Cheryl Hinson at 803-896-5056.

Thank you for your commitment to this process.

Attachment: Login and Password Information